



*Dr. Ajoy Kumar Chakraborty*  
Director of Health Services  
Department of Health & Family Welfare  
Government of West Bengal

**Ref. No.** .....

Memo No:HF/O/MERT/W-21/2020/A1234

**Date :** .....

Date:18/03/2020

To

1.All CMOH

2.All Superintendent of decentralised hospitals

Sir/Madam,

This is to convey that a meeting was called at Swasthya Bhavan on 17/03/2020 at 3:00 pm to discuss about the following agenda.

1.Medical boards in Medical College and Hospitals & District Hospitals;

2.Fever clinics

3.Treatment protocol for COVID-19 positive cases.

The resolutions of the meeting are placed at the annexure for your kind perusal and necessary action from your end.

Kindly consider it as priority.

*Ajoy*  
18/3/2020

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Director of Health Services  
Dept. of H&FW  
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**Prof. (Dr.) Debasis Bhattacharyya**

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Director of Medical Education  
Department of Health & Family Welfare  
Government of West Bengal



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Dated: 18.03.2020.

**To: 1. The Principals of all Medical Colleges and Hospitals;**

**2. The Vice Principals & Medical Superintendents of all Medical College Hospitals**

Sir/ Madam,

This is to convey that a meeting was called at Swasthya Bhawan on 17.03.2020 at 3:00 pm to discuss about the following agenda:

1. Medical Boards in Medical College and Hospitals & District Hospitals;
2. Fever Clinics
3. Treatment protocol for COVID-19 positive cases.

The resolutions of the meeting are placed at the annexure for your kind perusal and necessary action from your end.

Kindly consider it as priority.

{Prof (Dr.) Debasis Bhattacharyya}  
**Director Medical Education**  
**Dept of Health and Family Welfare,**  
**Govt. of West Bengal.**

**Government of West Bengal  
Directorate of Medical Education  
Swasthya Bhavan, Salt Lake, Sector V,  
Kolkata-91**

A meeting was called by the Director of Medical Education at Swasthya Bhawan on 17.03.2020 at 3:00 pm to discuss about the following agenda:

- 1. Medical Boards in Medical College and Hospitals & District Hospitals;**
- 2. Fever Clinics**
- 3. Treatment protocol for positive cases**

Following officials and faculties were present in that meeting:

- Director of Medical Education;
- Director of Health Services;
- Special Secretary Medical Education;
- Prof.(Dr.) Bibhuti Saha, Professor & Head Tropical Medicine, STM;
- Prof.(Dr.) Pratip Kumar Kundu, Director, STM;
- Prof.(Dr.) Asutosh Ghosh, Prof. & Head, CCU, IPGME&R;
- Prof.(Dr.), Sugata Dasgupta, CCU I/C, RGKar MCH;
- Prof.(Dr.)Soumitra Ghosh, HoD Medicine, IPGME&R;
- Prof.(Dr.) Jyotirmoy Pal, Gen. Medicine, R. G. Kar Medical College.
- Dr. HIRAK Jyoti Raj, Associate Professor, Microbiology, IPGME&R;
- Prof.(Dr.) Santanu Tripathi, HoD Pharmacology, STM
- Dr. Asish Biswas, DDME;
- Dr. Kaushik Mitra;
- Dr. Prabir Kumar Ghosh;
- Dr. Sajib Chakraborty, DSME.

The deliberations were as follows:-

- 1. Medical Board:** It was decided that in all hospitals where isolated wards have been set up shall have medical board comprising of faculties/doctors from the following disciplines: (i) General medicine;(ii) Paediatrics; (iii)Chest medicine; (iv)Community Medicine; (v)ENT; (vi)Microbiology; other specialist may be co-opted as an when required; Action Points-Principal, MSVP and Superintendent of Hospitals.
- 2. Special Influenza Like Illness Clinic:** - such clinic will set up in the hospitals' OPD(s) and at Emergency at separate location; Categorization of the patients to be done at these clinics.

Further satellite OPD at UHTC under Community Medicine may be started.

Public address system may be utilized to separate the patients and also for awareness.

Action points: Principal, MSVP and Superintendent.

3. **Isolation Wards: Separate isolation wards one for suspect cases and the other for confirmed cases.** Three levels of treatment facility shall be as follows: **Level I** for suspect cases (Isolation ward) **Level II** for confirmed cases (separate Isolation); at **level III** the RCU/ designated CCU will be utilized for treatment of critically ill patients. Action Points: MSVP and Medical Board

CCU & RCU of the following hospitals will be utilized at the beginning: IDBG; RCU of NRSMCH; RCU of R. G. Kar MCH; RCU of IPGME&R; RCU of other medical colleges;

Suitable ambulance with portable ventilators for shifting critically ill patient from Isolation wards to designated CCU/RCU to be made available;

It was said that confirmed cases may not be admitted in General CCU; RCU may be vacated and utilized for t/t of critically ill COVID -19 patients;

New **Isolation CCU** will be set up wherever possible.

Ventilators may not be used in the Isolation Ward. Critically ill COVID-19 patient need to be treated in Multidisciplinary set up where not only ventilators, ABG analysis etc are present but also dialysis facilities are available.

4. **Regarding treatment protocol ICMR guideline to be followed;** Action Point: Medical Board of that Hospital.
5. **Nos. of Testing Centers to be increased;** At North Bengal Medical College & Hospital, Midnapore Medical College & Hospital & School of Tropical Medicine Labs immediately to be established.  
Setting up Labs at Malda Medical College & Murshidabad Medical College & hospital is in process. Action point: Directorate of ME and Principals of the Medical College Hospitals.
6. All peripheral hospitals & Pvt. Hospitals are directed to use separate space for Influenza Like Illness cases.
7. Visitors in Hospitals to be restricted; Actions Points: MSVP and Superintendents.

8. *Personal Protective Equipments and N-95 Masks to be used judiciously and strictly as per guidelines; Action Points: MSVP and Superintendents*
9. **Faculties from Medicine Department were of opinion that the Medical colleges' OPDs as well as District Hospitals OPDs are highly congested and the hospitals are crowded places. Disease transmission will be enhanced when these hospitals get/admit patient of COVID-19. Hence it was suggested that Isolation wards may be set up in less busy hospitals or vacant buildings; Hence, Large Buildings/ less utilized hospitals may be planned to acquire and vacated and thereafter solely to be used for Isolation treatment of COVID 19 patient, when required. For the present time, separate Block to be identified in the hospitals for isolation and treatment of COVID-19 patients.**
10. **All doctors (including preclinical and para-clinical disciplines) irrespective of their disciplines may be deployed, when necessity arises, for rendering basic medical treatment. *Actions Points: MSVP & Superintendent to suitably utilize the human resource.***
11. CCU Experts expressed the following opinion: Upgradation of air handling system and AC of the designated RCUs and CCUs; Installation of negative pressure ventilation systems with at least 12 air changes per hour and controlled direction of air flow; Initiation of efforts to build Isolation CCUs in the vicinity of, but totally separate from the existing CCUs dedicated for Critical Care during Infectious Diseases outbreaks, (5 bedded isolation CCUs in MCHs and 2 bedded Isolation CCU in DH).  
*Action Point: DME & DHS*

*[Signature]*  
18/03/20

**Director of Medical Education**

*[Signature]*  
18/3/20

**Director of Health Services**